

Approved For Release 2000/05/31 : CIA-RDP83B00823R000500190007-6

Security Records Division
Work Measurement Statistics for May 1975

1.	Case Processing Activity. Cases processed based on requests for checks, investigations and/or security clearances.	<u>1914</u>
2.	Indices Activities. Manual name searches; names changed; cards typed, filed and purged; and security documents numbered.	<u>9492</u>
3.	Filing Activities. Files requested, files pulled, folders filed, files recharged, security documents filed, PRU requests and terminal searches.	<u>67793</u>
4.	Computer Support Activities. Names searched, systems update transactions, miscellaneous keypunch activity and 1050 Telecommunications transactions.	<u>67782</u>
5.	Communications Activities. Teletype messages, dispatches, Agency cable and non-Agency cable traffic, document receipts, items manifested, notices and bulletins handled.	<u>6381</u>
6.	Case Analysis Activities. Cases analyzed, summaries prepared and reference material reviewed and summarized.	<u>868</u>
7.	Information Processing Check Activities. Checks requested, references reviewed, summaries prepared and material furnished requesters.	<u>1059</u>
8.	File Retirement and Microfiche Activities. Files reviewed for retirement to microfiche and pages prepared and filmed.	<u>40126</u>
9.	Outside Agency Name Check Activity. Completed requests for checks and supporting memoranda prepared in cases with positive results.	<u>5914</u>

Total Units Produced 201329

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